

MINUTES
Interagency Coordinating Council (ICC) Meeting
November 18, 2016 ~ 11:30 AM – 2:00 P.M.
3300 North Central Avenue, Phoenix, AZ 85012 ~ 16th Floor, Rooms 100 & 101

Item	Discussion	Actions/Outcomes
Attendance	<p>Present: Sonya Montoya, Chair Stacy Strombeck-Goodrich, Vice Chair Rita Aitken, Audrey Franklin, Suzanne Perry (representing Nicol Russell).</p> <p>Absent: Erin Carr-Jordan, Rosemarie Strout</p> <p>DES/AzeIP: Maureen Casey, Jenee Sisroy, Alicia Sharma, Shannon Parrish, Sofia E. Somerstein</p>	
Call to Order	Sonya Montoya called the meeting to order at 11:35am.	
Welcome and Introductions	Each member introduced themselves and the seat they represent on the Council. Maureen reported changes in AzeIP/DCFE leadership: Maureen is Acting Assistant Director for DCFE and Jenee Sisroy is the Acting Program Administrator for AzeIP. Shannon reported: Sofia E. Somerstein will be taking over the planning, and minutes recording, of the ICC & Sub-Committee meetings.	
Call for Public Comment	Sonya Montoya called for public comment.	No public comment
Approval of Minutes of the August 12, 2016 ICC Meeting	<p>Copy of the minutes was previously sent out electronically. Sonya Montoya called for a motion to approve the minutes as written.</p> <p>1st to approve - Stacy Strombeck-Goodrich 2nd to approve - Rita Aitken Motion was passed to approve the minutes with no modifications.</p>	Minutes approved

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<p style="text-align: center;">Finalize cover letter for APR</p>	<p>Sonya called for a motion to approve a simple format for APR letter as no further responses were received from members and item has been on agenda for extended period of time.</p> <p>1st to approve - Stacey Strombeck-Goodrich 2nd to approve - Audrey Franklin</p> <p>Motion was passed to approve a simple format for APR letter and to remove item from future Agendas.</p>	<p style="text-align: center;">Simple format for APR letter approved</p>
<p style="text-align: center;">Fast Pass Presentation</p>	<p>Artemiza “Artie” Flores, Assistant Program Manager, CCA Eligibility, presented on the newly created form and corresponding procedure which is the result of a collaboration between DES & DCS, utilizing the Arizona Management System approach. All present were provided a hard copy of the form. The new form/procedure facilitates the placement of at-risk children in care during non-customary business hours and reduces the need for DCS staff to temporarily house children in DCS offices while pending placement. The pilot demographics were extended to state-wide as the originally targeted group did not generate any responses. Artie recognized Susan Smith from DCS and Emma R. Jimenez and Meachelle Real, VO Supervisors for CCA Eligibility, for their outstanding efforts in making this happen in record time!</p> <p>Topics discussed as a result of questions from the Members and the public were:</p> <ul style="list-style-type: none"> • faster/timely payment for child care providers • impact of high turnover rate in DCS • Emma & Meachelle provide orientation for new DCS employees • August PWL release – all families received courtesy phone calls • Clients on DCS eligibility have no other qualifying criteria • Clients transitioning from DCS to DES have a 30-day window after DCS case closure to establish eligibility which then falls under regular DES eligibility criteria <p>Stacy requested a change on the form: replace “child <i>is</i> special needs” with “child has special needs”. She further suggested that prior to final development of any forms, form designers should seek out organizations that will provide assistance in insuring that family friendly language is used.</p>	<p style="text-align: center;">Artie will amend <i>Fast Pass</i> form.</p>

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<p>Cultural Awareness Presentation</p>	<p>Archie Mariano, Tribal Nations Instructor Liaison, from the DES Office of Professional Development, presented an overview of his professional background and tribal affiliation, the scope of his duties, and an outline of the training which he provides to the 22 Tribes of Arizona and state colleagues, <i>Cultural Awareness and Native American Sensitivity</i>. The training is available on Tuesdays and Thursdays of each month with a participant cap of 15-20 individuals. Archie clarified that the term “reservation” has been replaced with the more culturally sensitive term, “Tribal Lands”.</p> <p>All present were provided a handout which contained a list of the Inter Tribal Council of Arizona, Inc. (ITCA) Membership which represents the 22 Tribes of Arizona, a divisional breakdown of state contacts, and an outline of the training content.</p>	
<p>Salt River Pima-Maricopa Indian Community Presentation</p>	<p>Sue Kirlin, Disability Coordinator for ECEC, and Brandi Phillips, Service Coordinator for SWHD, co-presented on the effectiveness of their collaborative approach which has enhanced the quality and timeliness of their service provision. Common theme: <i>Meet families where they’re at!</i> Common goal: <i>Empower families!</i> A “challenge” was given to all present to “showcase the collaboration model at next meetings”.</p>	
<p>Kristina Park Appreciation</p>	<p>Maureen recounted Kristina’s “beginnings” with the ICC and the personal passion that drove her involvement throughout her many years of working with the ICC and advocating all for which it stands. Kristina has served as both Chair and Co-Chair of the ICC; she helped re-structure it; she constantly set an example and “raised the bar” of excellence; and, believed that “<i>she must help everybody she possibly could with intentional support.</i>”</p> <p>Kristina expanded on what Maureen had shared about Kristina’s past and expressed her “<i>thankfulness for being able to make a difference</i>”. She stated that one must work toward being effective vs. tired and exhausted! -“<i>bridge the gap between focus on intent and remember that it is not just a checklist</i>” She expressed the hope to one day return even if only in a different capacity.</p>	

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Kristina Park Appreciation (cont'd)	<p>Rita defined Kristina as the <i>“Voice of thousands of parents”</i>. Her “team model” approach in early intervention spoke to her passion for <i>every</i> child.</p> <p>Kristina was presented with a Certificate of Appreciation signed by Maureen and Sonya and token gift of appreciation for her years of service on the ICC and expressed their wish on behalf of the ICC for her continued success in her life pursuits.</p>	
Rita Aitken Appreciation	<p>Maureen clarified for all present that Rita preferred her departure from ICC to be without “fanfare”. Maureen described her as “an incredible bridge” and presented her with a Certificate of Appreciation signed by Maureen and Sonya and token gift of appreciation for her years of service on the ICC and expressed their wish on behalf of the ICC for her continued success in her life pursuits. Her birthday (which was today) was acknowledged without “fanfare” as well ☺</p>	
State Systemic Improvement Plan (SSIP)	<p>Alicia Sharma reported updates on the SSIP which was facilitated by a comprehensive PowerPoint presentation of the current data since the last ICC Meeting. Members and public were directed to break into groups for discussion after which each was to present on their recommendations. She stressed the importance of their feedback and identified it as a valuable contributor to the quest for timely and quality service. The groups focused on the main components of the Plan: Data Usage, Evidence-based Practices, Funding/Fiscal, and Accountability & Quality Improvement; and, in-depth discussions centered around the connectivity of each as they support the ultimate goal of improving service delivery on a daily basis.</p>	
Approval of 2017 ICC Meeting Schedule	<p>Members were provided for review a copy of the proposed 2017 ICC Meeting schedule.</p> <p>Sonya made a motion to approve the 2017 ICC Meeting Schedule as presented.</p> <p>1st to approve – Audrey Franklin</p> <p>2nd to approve – Stacey Strombeck-Goodrich</p> <p>Motion was passed to approve the 2017 ICC Meeting Schedule with no modifications; and, re-printed in these minutes for further confirmation.</p>	2017 ICC Meeting Schedule approved

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<p>Approval of 2017 ICC Meeting Schedule (cont'd)</p>	<p>APPROVED 2017 Meeting Schedule for ICC and Sub-Committees</p> <p>Collaboration & Education Committee – 9:30am – 11:00am Structure & Flow Committee – 9:30am – 11:00am Interagency Coordinating Council (ICC) – 11:30am – 2:00pm</p> <p>January 13, 2017 – location TBD March 10, 2017 May 12, 2017 August 11, 2017 September 8, 2017 November 17, 2017 [note: This is the 3rd Friday of the month. Veteran’s Day is the 2nd Friday. This meeting may be combined with the Annual Performance Report (APR) Stakeholders’ Meeting]</p> <p>Unless otherwise indicated all meetings are held at the Arizona Department of Education, 3300 North Central Avenue, 16th Floor, Phoenix, AZ 85012</p> <hr/> <p>ICC Executive Committee - 1:00 pm – 2:30 pm</p> <p>February 14, 2017 April 11, 2017 June 13, 2017 August 8, 2017 October 10, 2017 December 12, 2017</p>	
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Chair Report	No Chair Report. However, Sonya stated she is looking forward to the January, 2017 meeting at which time the Council will review, and perhaps redefine, its structure and meaningfulness in order to address the decline in attendance and re-focus its purpose and goals.	Sonya will obtain Member input via email prior to January, 2017 meeting.
Stakeholders Report	No Stakeholders Report.	
Member Updates	Sonya called for Council Member updates.	No updates
Call for Public Comment	Sonya made second Call for Public Comment.	No Public Comment
Adjourn	<p>Sonya made a motion to adjourn.</p> <p>1st to approve – Rita Aitken</p> <p>2nd to approve – Audrey Franklin</p> <p>Motion was passed - the meeting was adjourned at 2:00pm</p>	Meeting adjourned